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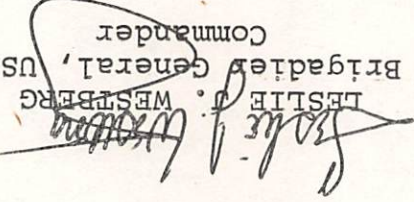
HEADQUARTERS CIVIL AIR PATROL - USAF

1 July 1973 - 30 June 1974
Maxwell AFB, Alabama 36112

HEADQUARTERS COMMAND, USAF

UNITED STATES AIR FORCE

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4. CAP Pamphlet 50, "Squadron Commander's Handbook," dated 5 Sep 73. (p 22)
5. Program, National Congress on Aerospace Education, dated 4-6 Apr 73. (p 39)
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20. Booklet, "National Commander's Evaluation of Civil Air Patrol Wings," 15 Feb 74. (p 55)
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33. Regulation, CAP-USAF Reg 123-2 (Inspection), 19 Oct 73. (p 73)

CHRONOLOGY OF EVENTS

1 July 1973 - 30 June 1974

2 Jul	National Search and Rescue School, Governors Island, NY. (p 25)
20 - 25 Aug	National Staff College, Maxwell AFB, AL. (p 23)
12 - 13 Oct	National Convention and National Board Meeting, Las Vegas, NV. (pp 5, 18, 22, 53)
12 - 13 Oct	National Chaplains Committee Meeting, Las Vegas, NV. (p 57)
6 Nov	Ceremony for signing the CAP/Salvation Army agreement, New York, NY. (p 15)
1 - 2 Dec	National Executive Meeting, Maxwell AFB, AL. (p 53)
1 - 7 Dec	32nd Anniversary of Civil Air Patrol, Nationwide. (p 71)
16 Mar	National Executive Meeting, Maxwell AFB, AL. (p 54)
4 - 6 Apr	National Congress on Aerospace Education, Las Vegas, NV. (p 38)
27 Apr	National Communication Effectiveness Test, Maxwell AFB, AL. (p 28)
1 Jun	National Executive Meeting, Allentown, PA. (p 54)

C H A P T E R O N E

C O M M A N D

Abstract: Civil Air Patrol was faced with two major problems as this period began--a steady decline in cadet members and the fuel crisis. Under the leadership of the commander and a newly appointed chairman of the board, these problems were faced with a determination to do the best job possible.

ORGANIZATION

Civil Air Patrol (CAP), official auxiliary of the United States Air Force (USAF), observed its thirty-second anniversary on 1 December 1973. This occasion focused attention on CAP's origin back in 1941--just six days before the sneak attack on Pearl Harbor.

CAP was organized to combat the submarine menace, which plagued the shorelines and was sinking United States (US) merchantmen and tankers at the rate of two or three each day, sometimes within sight of awe-struck onlookers on the beaches. CAP grew from that original mission to its present broad programs through the efforts of its all-volunteer force and the assistance of the USAF.

Headquarters Civil Air Patrol-United States Air Force (CAP-USAF) was made up of a professional staff of 296 officers, airmen and Department of Defense (DOD) employees. Of these, 178 USAF officers, airmen and DOD employees were stationed at the Liaison Offices (LOs) in the eight regions and the 52 wings--one for each state plus the District of Columbia and the Commonwealth of Puerto Rico.

The community level unit of CAP was the squadron. Units, including regions, groups and squadrons numbered some 2,000.

MISSION

HQ CAP-USAF continued to operate from Building #714, Maxwell Air Force Base (AFB), Alabama. The mission of HQ CAP-USAF, as stated in AF Regulation 46-4, dated 13 February 1956, continued to be:

1. To provide liaison between the Air Force and Civil Air Patrol, and
2. To advise the Civil Air Patrol in the conduct of its training programs.

This mission was further explained in CAP-USAF Regulation 20-1, dated 12 June 1970:

1. To provide command and staff supervision over HQ CAP-USAF and its field units (Liaison Offices) in accordance with the policies established by Headquarters Command, USAF (HQ COMD USAF).
2. To provide liaison between the USAF and CAP.
3. To advise CAP in the conduct of its training programs.

4. To insure that CAP accomplishes AF objectives as an official auxiliary of the USAF and advise CAP in organizational and administrative matters relating to these objectives.

5. To furnish training materials and logistical assistance as authorized by law. The HQ CAP-USAF staff also functions as the National Headquarters for CAP.

The objectives and purposes of CAP, as stated in public law and in the Constitution and Bylaws of CAP, continued to be:

1. Provide an organization to encourage and aid American citizens in the contribution of their efforts, services, and resources in the development of aviation and in the maintenance of air supremacy.
2. Encourage and develop by example the voluntary contribution of private citizens to the public welfare.
3. Provide aerospace education and training, especially to its senior and cadet members.
4. Encourage and foster civil aviation in local communities.
5. Provide an organization of private citizens with adequate facilities to assist in meeting local and national emergencies.

SUPPORTING THE MISSION

Leadership

Under the dynamic leadership of Brigadier General Leslie James Westberg, USAF, personnel of HQ CAP-USAF, military and civilian, exerted renewed efforts to implement programs to increase interest among CAP members; establish new incentive programs; provide cadets with

orientation flights; and maintain the level of participation in the International Air Cadet Exchange (IACE), during this inflationary period. As commander of HQ CAP-USAF, General Westberg directed a military unit composed of AF officers and airmen and Department of Defense (DOD) civilians, which assisted in the daily operation and direction of CAP activities. He also served as national commander of CAP. In this role he was chief administrative officer of the non-profit civilian corporation.

As General Westberg began his second year as national commander of CAP, he said, "In the past year I have gained much knowledge about CAP. I have traveled extensively, visiting all regions of CAP and meeting and talking to every level of command within CAP. I have enjoyed these close relationships which have left me with a feeling of deep gratitude for being privileged to serve with you. I am proud to announce that all the T-41s released by AF are now in the system, and should further enhance CAP's humanitarian mission. I anticipate even greater things from those wings and units with this new capability. I have enjoyed a rich, rewarding and challenging year with you. It has not been all roses, but the achievements have been important and many. As we move into the new year together, there will be numerous hard decisions to make. The opportunities on the horizon will tax our human

and mechanical resources to the limit. I am confident that together you and I will meet the challenges the winds of fate fling our way."

On 12-13 October 1973 CAP's National Board met at the Las Vegas Hilton Hotel in Las Vegas, Nevada. CAP Colonel William M. Patterson was elected National Chairman of the CAP succeeding CAP Brigadier General S. Hallock duPont, who had been national chairman for the past three years. With his new post, Patterson was promoted to the rank of CAP brigadier general. General Patterson stepped up to his new role after serving as vice chairman. He was followed in the latter post by CAP Colonel Thomas C. Casaday of Birmingham, Alabama.

After the National Board Meeting in 1973, General Westberg said, "I begin this second year as your National Commander with a new corporate team with which to serve. I am eagerly looking forward to working closely with General Patterson, Colonel Casaday, and as many of you as I can possibly meet in this coming year."

General Membership

General membership in CAP continued to show a drop from the previous reporting period, despite efforts of HQ CAP-USAF personnel to encourage the individual units to push recruiting. Many units conducted extensive recruiting drives and some suggested that the problem was retention. Some thought that a new senior member

program should be instigated to direct its aim toward retention. The cadet program was being analyzed to determine the effectiveness of that program in respect to retention of cadet membership.

Business Membership

The Business Membership Program, implemented in late 1970, continued to be successful. This program was designed for members of the business community who desired to support CAP through annual membership subscriptions and contributions. A total of 41 Business Memberships, representing a cross section of the industrial and aerospace community was represented.

Funds from this source were used primarily in CAP's Emergency Services. They made it possible to equip CAP aircraft with electronic search equipment.

A law was enacted, in December 1970, requiring all U.S. registered civil aircraft to be equipped with an emergency locator transmitter (ELT). In order to improve its SAR capability and to keep abreast of developments in electronic SAR techniques, CAP decided to use most of its income from the Business Membership Program to buy Radio Directional Finding Homers for its aircraft. These homers were distributed to CAP wings on the basis of their individual SAR activity in order to assist CAP in maintaining its position as number one in aerial search capability in the U.S.

General Aviation Membership (GAM)

The GAM category of membership continued for members of the aerospace and general aviation community who desired to promote the objectives and purposes of CAP through annual membership dues and voluntary participation in CAP SAR activities. They were not required to wear the uniform, could not hold a CAP grade, and did not participate in CAP's unit activities. At the end of this reporting period there were 496 GAM members, as compared to 600 members at the end of the previous reporting period.

The Fuel Crisis

Early in 1974 the shortage of gasoline faced CAP with a possible crisis. General Westberg said, "With the energy crisis causing a cutback in the amount of fuel available, efficiency of operation is a must. Aircraft scheduling must be closely monitored, both as to purpose of mission and pilot qualifications. Currency and pilot proficiency must be reviewed in relation to type aircraft and weather conditions. The challenge to do 'more with less' faces us in 1974."

General Westberg went on to say, "Our governing body just met and directed that all the energy saving restrictions placed by the federal government on its official agencies will apply equally to all CAP corporate equipment and property, even though CAP is not an official government agency." He also urged all CAP members to meet these same

energy saving standards with their personal property and in their daily lives voluntarily. Despite the fuel shortage, no CAP emergency missions were cancelled.

Key Personnel

Colonel William A. McLaughlin, Vice Commander HQ CAP-USAF, retired on 30 September 1973 and was succeeded by Colonel John E. Blake on 1 October 1973.

Colonel Charles E. Messerli assumed duties as Chief of Staff on 31 August 1973.

C H A P T E R T W O

O P E R A T I O N S

Abstract: CAP continued to be the largest civilian air SAR organization in the U.S. (flew more than 80% of all SAR hours flown under the supervision of ARRS. Despite the energy crisis, CAP continued to perform its mission (Emergency Services, SAR and flying training). Senior member training continued to receive support. CAP operated 17,300 radio stations with a decrease in FCC violations.

GENERAL

The Deputate for Operations (DO) combined its resources toward efforts of the four Directorates incorporated under the direction of Colonel James W. Shattuck. These Directorates included the Directorate of Current Operations (DOO), Directorate of Senior Training (DOT), Directorate of Emergency Services (DOS), and the Directorate of Communications (DOK). In pursuing his objectives the Deputy and key staff members were in the field frequently during this reporting period to observe CAP units in performance of their activities. Personnel from DO met to formulate

plans with such agencies as the Defense Civil Preparedness Agency (DCPA), Air Force Reserves (AFRes), Federal Aviation Administration (FAA), Aerospace Rescue and Recovery Service (ARRS), Extension Course Institute (ECI), Air University (AU), U.S. Coast Guard (USCG), Airplane Owners and Pilots Association (AOPA), and Salvation Army.

DIRECTORATE OF EMERGENCY SERVICES (DOS)

During this reporting period, the Emergency Services Office launched a campaign to re-emphasize to CAP the importance of reporting all CAP efforts to National Headquarters. Voluntary missions, those missions for which an AF mission authorization could not be approved, received special interest since there were indications that some CAP units were providing disaster relief support and, in some cases, SAR support which was not made known to National Headquarters. The campaign was launched by message and letters to all CAP commanders and the subject was addressed at each region conference by the National Commander. During this period it was evident that this campaign was beginning to bear fruit. This headquarters received twelve reports of voluntary support whereas in 1973 only one report was received for the whole year.

Search and Rescue (SAR)

CAP remained the largest civilian air SAR organization in the United States (U.S.). A study by personnel of DOS revealed that CAP units flew more than 80 per cent of all SAR hours flown under the supervision of ARRS. While CAP pilots and observers flew mercy missions and aerial search missions, CAP ground crew members manned communications control center facilities and assisted in emergency relief work. While the number of hours flown and the number of sorties decreased, CAP was credited with more than twice as many saves and considerably more finds. The following table shows these figures:

	<u>FY 1973</u>	<u>FY 1974</u>
Hours Flown	29,478.3	23,121.3
Sorties	15,428	12,257
Saves	28	57
Finds	131	179

Following is a breakdown by wings of SAR activities:

WING PARTICIPATION IN SEARCH AND RESCUE (USAF AUTHORIZED MISSIONS)

1 July 1973 through 30 June 1974

<u>State/Wing</u>	<u>Sorties</u>	<u>Hours</u>	<u>Saves</u>	<u>Finds</u>
Alabama	351	563.6	0	2
Alaska	1,305	2,568.6	31	81
Arizona	446	1,049.7	3	7
Arkansas	213	361.5	0	1
California	2,046	3,460.0	1	8
Colorado	716	1,341.5	5	5
Connecticut	31	58.0	0	1

<u>State/Wing</u>	<u>Sorties</u>	<u>Hours</u>	<u>Saves</u>	<u>Finds</u>
Delaware	0	0	0	0
Florida	614	1,311.7	0	4
Georgia	368	664.1	0	3
Hawaii	80	150.2	0	2
Idaho	58	124.7	1	1
Illinois	207	346.5	0	1
Indiana	66	163.4	0	1
Iowa	3	4.0	0	0
Kansas	12	15.5	0	1
Kentucky	336	683.0	0	1
Louisiana	31	61.1	0	2
Maine	7	10.7	0	0
Maryland	161	276.6	0	1
Massachusetts	399	707.0	0	0
Michigan	203	456.8	0	1
Minnesota	18	39.1	1	2
Mississippi	13	20.9	1	1
Missouri	49	86.6	0	0
Montana	11	16.9	0	2
Nat. Capital	4	10.0	0	0
Nebraska	54	92.8	0	1
Nevada	166	284.6	1	3
New Hampshire	21	28.4	0	2
New Jersey	142	242.7	0	1
New Mexico	242	482.5	5	3
New York	295	541.8	0	2
North Carolina	520	1,106.9	0	5
North Dakota	2	2.0	0	0
Ohio	240	636.7	0	1
Oklahoma	55	73.2	0	1
Oregon	136	289.8	0	1
Pennsylvania	591	1,150.4	0	6
Puerto Rico	25	52.9	0	0
Rhode Island	0	0	0	0
South Carolina	70	129.2	0	2
South Dakota	22	38.5	0	2
Tennessee	393	665.3	1	3
Texas	137	255.9	0	6
Utah	140	270.1	6	3
Vermont	11	11.5	0	0
Virginia	423	742.8	0	3
Washington	663	1,100.5	0	1
West Virginia	81	181.3	0	2
Wisconsin	48	96.6	1	2
Wyoming	32	83.2	0	1
TOTALS	12,257	23,121.3	57	179

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CAP Pamphlet 2, "Emergency Locator Transmitter (ELT)" dated December 1973, was published and distributed to the units. This pamphlet, which described the detail procedures for searching for ELTs was the first known document available anywhere which specifically dealt with ELT search techniques. It was immediately recognized as an authoritative document and was accepted by ARRS and FAA for dissemination throughout their organizations. Procedures were developed to assure a rapid response upon hearing an ELT signal, without waiting until a plane was reported overdue. It was emphasized that when an ELT was heard from an actual crash or from an inadvertent transmission, action must be taken quickly to locate the source of the signal. Procedures were established to launch CAP aircraft on an ELT mission as possible. CAP Pamphlet 2 explained that the passage of Public Law 90-596, Section 31, by the U.S. Congress on December 29, 1970, amended the Federal Aviation Act of 1958 to require the installation of an ELT on most General Aviation aircraft. The FAA implemented this new statute by adopting several amendments to the FAA Aviation Regulations. The regulation required that all U.S. registered civil aircraft manufactured or imported after December 30, 1971, be equipped with an ELT that met the standards. It also required that all U.S. registered aircraft be so equipped after 30 June 1974.

As a result of the consolidation of three ARRS Rescue Coordination Centers (RCC) into a single center at Scott AFB, Illinois, CAP units received their mission requests and authorizations from one location. The activation of a single RCC led to standardization of mission policies and resulted in a more efficient use of CAP forces.

Energy Crisis

During this period the fuel crisis made itself known to CAP and National Headquarters on several occasions; however, CAP was still able to perform its emergency services missions when called upon.

There was considerable coordination between DOS and ARRS, AF Reserves (AFRes), HQ COMD USAF, The Pentagon, the RLOs and LOs, and CAP wings concerning the fuel crisis. The National Executive Committee (NEC) joined in the spirit of fuel conservation by resolving to (1) eliminate all pleasure flying in corporate aircraft; (2) cease all CAP support to Air National Guard (ANG) flight facility training; (3) cease all orientation flights except for cadet orientation flights; and (4) discontinue air mobility exercises in conjunction with external and internal flight clinics. As of 31 December 1973, coordination was underway to find a way to guarantee the availability of fuel to CAP for performing the emergency services missions.

Disaster Relief

The CAP/Salvation Army Agreement became a reality

2

in November 1973. The signing ceremony took place on 6 November 1973 at the Salvation Army Headquarters in New York City. Brigadier General Westberg, USAF, National Commander of CAP, and CAP Brigadier General William M. Patterson, National Board Chairman, signed the agreement for CAP and Commissioner Paul J. Carlson, National Commander of the Salvation Army, signed for that organization. The agreement defined and established procedures and practices to insure cooperation between CAP and the Salvation Army in all disaster and emergency situations other than those resulting from imminent or actual enemy action. It called for CAP to provide communications assistance, ground and air transportation, and personnel to support relief efforts upon a Salvation Army request. In return, the CAP would be aided by the Salvation Army when it was engaged in air SAR operations or other disaster activities in remote or devastated areas. Copies of the agreement were printed by CAP and distributed to all CAP wings and regions. Two thousand copies were sent to the Salvation Army for this distribution.

Thirteen CAP wings were involved in 12 AF authorized disaster relief missions during this period. CAP resources expended and utilized were:

Mandays	2,610
Aircraft	37
Sorties	88
Vehicles	113
Communications Units	186
Power Units	16

These statistics resulted primarily from aerial reconnaissance, communications support and transportation of supplies, equipment and personnel in support of heavy flooding in Oregon, Idaho, and North Dakota. Extensive assistance was also rendered after the series of disastrous tornadoes which struck Alabama, Kentucky, Ohio, and Indiana in April.

CAP efforts on voluntary or other than AF authorized disaster missions involved five wings participating in five missions utilizing the following resources:

Mandays	534
Communications Units	26
Vehicles	24
Aircraft	6
Sorties	15

Joint CAP/AF Reserves Action

A standard or model Joint Standard Operating Instruction (JSOI) was adopted for use between CAP wings and the appropriate AF Reserve Region (AFRR). This model JSOI, which was to be negotiated individually between each CAP wing and its respective headquarters AFRR, applied solely

to the utilization of CAP resources in response to a request for military assistance from civil authorities in natural disaster relief operations.

The agreement did not limit or restrict the CAP wing, as private citizens or collectively as a civilian chartered organization, from responding to local humanitarian needs whenever emergencies arose. Components of CAP could enter into agreements with city/county/state governments and other humanitarian organizations for the purpose of providing assistance to those agencies during emergencies.

Initial success of the Joint Emergency Operations Seminars led to the decision during this period that state level seminars would be more beneficial in the future and that HQ CAP-USAF would give advice and assistance as needed in the planning and conducting of these seminars.

DIRECTORATE OF CURRENT OPERATIONS (DOO)

Rental Aircraft Funds

Rental aircraft funds budgeted for this period were \$167,500; however, they were cut to \$149,000, with approximately 50 per cent being utilized during each half of the period.

Rental Contracts: A problem grew out of the fact that rental contracts expired on 31 March of each year and fiscal allotments were made on a fiscal year basis.

This problem had plagued the rental aircraft program for years and the 3800th Air Base Wing Procurement Office agreed to study the problem. No significant progress had been made to date. The fuel cost increase did result in an overall 15 per cent increase in the average rental rate. The hardest hit areas were the Northeast and Mountain States.

Region Flying Hours, Miles and Passengers

During this reporting period, this headquarters and the eight regions flew 8,816,775 passenger miles in 5,893 hours and carried 12,628 passengers.

T-29 Flight Management

The T-29 flying hour allocation for the third and fourth quarters of FY 74 was reduced by 53 per cent in January. Most of the major CAP programs were supported; however, the severely reduced allotment of flying hours curtailed the cadet incentive flights and the amount of aerospace education workshop travel. Aircrew proficiency suffered during this period. HQ CAP-USAF increased aircrew weather minimums to compensate for this loss of proficiency. Part of the small amount of flying time that was restored in June made airlift for the AF Academy Survival Course possible.

Airlift

A total of 1,038 passengers were airlifted from throughout the nation to the National Board Meeting in

Las Vegas, Nevada on 12-13 October 1973. This outstanding effort was accomplished even though many major air commands had reduced allocated flying time and aircrew manning.

The annual "Airlift Support of CAP Programs" letter for FY 75 was written in November.

A new format was instituted for International Air Cadet Exchange (IACE) airlift requirements. Commercial air was programmed instead of Military Airlift Command (MAC) since this was the method of travel actually used each year.

The closing of Ramey AFB, Puerto Rico temporarily left the island without MAC service. However, a passenger service was quickly established from the U.S. to Roosevelt Roads, Puerto Rico.

The previously mentioned fuel shortage virtually eliminated many of HQ CAP-USAF external airlift sources. HQ COMD drastically cut the flying hours in the T-29s used by the CAP regions. These factors indicated that HQ CAP-USAF could expect a severe shortage of airlift support for the summer activities.

Flight Clinics

Despite the fuel shortages, HQ CAP-USAF personnel from DO encouraged CAP members to participate in flight clinics. These clinics were co-sponsored by AOPA and consisted of selected aviation ground school courses and

one and one-half hour flight evaluations. A total of 1,263 CAP members attended 56 flight clinics. National Treasury matching funds totaled \$2,447.70. Another major problem of the flight clinic programs was educating CAP in the proper procedures for requesting National Treasury assistance and reporting expenses in accordance with existing CAP regulations. Due to these problems, more emphasis on ground classroom and simulator training was included in the flying clinic programs.

DIRECTORATE OF SENIOR TRAINING (DOT)

During the first half of this reporting period Level I training continued to receive full support. This was evidenced by over 50 per cent (16,000) of the active senior membership having accomplished this requirement. By 30 June 1974 this figure had increased to 60 per cent.

The narratives associated with the Level I Clinic Slide Kit were revised to fit the previously published suggested agenda for one-day clinics. The agenda identified those slides that were considered essential for clinic use. The revised narratives were distributed to regions and wings and were designed to be included in kits purchased from the CAP Bookstore.

The reporting instructions for the Senior Member Training Result Report (RCS: C P T-2) were refined in an

effort to standard inputs from field units. Significant improvement has resulted.

New Senior Member Training Programs

In response to correspondence from field units pointing out instances of obsolete data and a limited amount of unclear or erroneous information, a detailed errata "sheet" to CAPP 150-4, "Introduction to Flight," was published. The errata sheet incorporated recent changes in Federal Aviation Regulations, especially in the areas of definition and control of airspace. It also put certain obsolete navigational aids, such as four-course ranges, in their proper historical context and clarified other items that might possibly have been misconstrued.

Other training materials produced during this period were three new volumes to the ECI Correspondence Course for CAP Senior Members, Course 7C; CAP Officer Course; and an informational guide entitled "Social Protocol in Civil Air Patrol."

Squadron Commanders' Handbook

As the result of a survey of common problems encountered in the field units, a ready-reference handbook was compiled to present job descriptions and reference sources for squadron staff positions plus suggested procedures and checklists that had proved beneficial in squadron management. This document, Squadron Commanders'

Handbook (CAP 50), was distributed to regions, wings,

and squadrons. The first two sections outlined the duties of a squadron commander and presented a synopsis of the responsibilities and National Headquarters directives applicable to squadron staff officer positions cited in CAPM 20-1, "Organization of Civil Air Patrol." The third section was composed of miscellaneous articles of direct concern to squadron commanders. Included in this section were suggestions regarding a sponsorship program for new members and a checklist for effective leadership. Although this handbook was primarily intended for squadron commanders, it had other potential uses such as recruiting, staff member training sessions, and in assessing staff effectiveness.

During the 1973 CAP National Board meeting at Las Vegas, Nevada, the Chairman of the National Board, CAP Brigadier General Patterson, announced the proposed development and publication of a pocket-size Squadron Commanders' Guide (CAP 51). DOT was assigned as office of primary responsibility (OPR) for coordinating and standardizing Corporate and National Headquarters inputs to the guide. The proposed pamphlet was finalized at the December 1973 National Executive Committee (NEC) meeting. The guide was intended to provide each CAP squadron commander with selected information concerning CAP, and a standardized format for recording data and

information pertinent to his or her squadron, regardless of whether it was a senior member, a cadet, or a composite unit. Contents of the guide were to be revised annually.

New Senior Member Training Award

A new senior member training award and certificate were developed and incorporated into the Senior Member Training Program. The award, the Grover Loening Aerospace Award, was designed to be presented to senior members who successfully complete Level III training requirements. Named in honor of a pioneer, author, and industrialist in the aviation world, the new award and certificate replaced the previous Aerospace Award.

Other Senior Member Activities

The sixth annual CAP National Staff College (NSC) was conducted at Maxwell AFB, Alabama, 20-25 August 1973. The 191 CAP senior member officers who comprised the student body represented the highest total for any NSC. The NSC received a higher overall evaluation (58 per cent rated it outstanding) than any NSC conducted to date. First-time instruction added to the curriculum included a 10-hour block of Management and Leadership techniques presented by the staff of the USAF Senior NCO Academy. Presented in lieu of the tour of National Headquarters facilities were a series of Functional Workshops wherein students were presented the opportunity to address their

questions or problems directly to the CAP National Staff. So successful were these two curricula areas that they were expanded for the 1974 NSC. Colonel Billie M. Bobbitt, Director of Women in the AF, was the graduation banquet speaker for the 1973 NSC.

Approval to conduct the 1974 NSC was received in early January 1974. Selection of attendees by respective region commanders was formalized by 3 January 1974 revision of CAPR 50-9, "Senior Member Activities." Requests from the field to select prior NSC attendees to return to the 1974 NSC were disapproved. However, permission was granted to permit region commanders to nominate a percentage of the region's allotted NSC space to prior attendees during application for the 1975 NSC.

Nine CAP senior members attended two presentations of the Weapons Employment Course for Allied Officers conducted at Maxwell AFB, Alabama. The five-day course, formerly entitled Allied Officers' Space and Missile Orientation, was conducted by the AU's Institute for Professional Development. The purpose of the course was to provide attendees with a knowledge of current U.S. weapons and their employment, a familiarity with the fundamentals of space operations and an appreciation for U.S. national space efforts.

Two significant budget actions were initiated during this period. An increase in Corporate funds to conduct the 1974 NSC (from \$4,750 to \$5,000) and an increase in Corporate funds for senior member training awards were submitted in May 1974. NSC increases were requested due to spiraling costs and increases in the number of CAP participants. The request for additional money for senior member training awards was initiated in conjunction with the announcement of the new Grover Loening Aerospace Award.

Twelve CAP senior members attended the special two-week course at the National Search and Rescue School at Governors Island, N.Y. The SAR school, conducted 23 July-3 August, was a special course sponsored by the U.S. Coast Guard Auxiliary members. It gave intensive coverage of both water and inland search procedures and techniques, giving attendees a better understanding of the problems inherent in the two environments.

Awards

The number of Gill Robb Wilson Awards and National Commander's Citations processed during this period more than doubled the total of the previous period. Twenty-three Gill Robb Wilson Awards were earned by senior members and five National Commander's Citations were presented. A new certificate was designed to replace the old Gill Robb Wilson Award Certificate.

Eligibility criteria for the Frank Borman Falcon Award were expanded based upon suggestions received from the Cadet Forum at the October 1973 National Board. Previous criteria limited eligibility to those former cadets who had achieved the General Carl A. Spaatz Award and who had accomplished one of the following:

1. Successful completion of the second year at the U.S. AF Academy.
2. One year service as an active senior member and recommended by the unit commander, or
3. Admission to an advanced AF Reserve Officers' Training Course (ROTC) program.

Members of the Cadet Forum suggested that alternatives 1 and 3 be expanded to include successful completion of the second year at either the U.S. Military, Naval, AF, or Coast Guard Academy, or admission to an advanced Army, Navy, or AFROTC program. These criteria were disseminated immediately through the CAP NEWS and the CAP Monthly Bulletin.

DIRECTORATE OF COMMUNICATIONS (DOK)

CAP Radio Stations

At the end of this reporting period, license records of CAP at National Headquarters reflected a total of 17,300 radio stations. Of this number 4,690 were land stations; 6,770 were ground mobile stations; 535 were private aircraft stations licensed to corporate owned aircraft; and 741 were aeronautical search and rescue land and mobile stations.

CAP Radio Station Violations

FCC violation notices filed against CAP wings for off-frequency operation during this period totaled 48. This was a significant decrease as compared to previous totals. Added emphasis on CAP's self-policing in monitoring the program during the winter and guidance pertaining to adequate equipment warm-up procedures were largely responsible for this improvement.

Equipment Modernization

Conversion to 100 per cent frequency modulation (FM) equipment on CAP very high frequency (VHF) was 92 per cent complete by the end of this period. Four wings remained to complete their conversion program--Alaska, Connecticut, Nevada, and Vermont.

Frequency Tolerance Relief on CAP Single-Sideband (SSB)

Mobile Stations

In April 1974 the Federal Communications Commission (FCC) issued a rules change to Part 87, paragraph 87.65 (c) (2) which relaxed a frequency tolerance of plus or minus 50 hertz (Hz) to 100 Hz for SSB mobile operation. This action was based on a petition by National Headquarters CAP to the FCC on 22 August 1973.

CAP Radioteletype (RATT) Test Program

On 2 October 1973, special temporary authority (120 days) for CAP to conduct RATT testing on 4 Megahertz (MHz) frequencies was granted by FCC. Test results during the

special testing period of this report were not encouraging. High signal/noise level ratios and unfavorable propagation were major contributing factors.

The RATT test program continued until 30 June 1974, utilizing frequencies 2372.5 Kiloertz (kHz) and 4583.5 kHz by special temporary authorization for a 90-day period from FCC. Test results on 2372.5 kHz indicated that this frequency, in CAP regions not affected by maritime signal interference, would probably support a reasonably effective/reliable network. Test results on 4583.5 kHz were not conclusive due to a very limited number of participating stations.

FCC Rule Change

In response to a petition filed by National Headquarters, 2 February 1973, FCC published an amendment to Section 87.133 which clarified that a restricted radio-telephone operator permit or higher type of license was adequate for operation on CAP assigned frequencies.

Annual National Communications Effectiveness Test (1974)

This annual test was conducted on Saturday, 27 April 1974. The purpose of this test was to determine the overall capability of each CAP region to establish point-to-point communications between CAP region headquarters and each CAP wing headquarters; conduct efficient communications networks which would support traffic requirements during

an actual emergency and demonstrate managerial procedures and effectiveness as applied to the directives and special instructions. Oregon and Washington Wings did not participate due to requirements of search mission 41-154.

Annual National Communications Committee (NCC) Meeting

The NCC convened at the Las Vegas Hilton Hotel for this annual meeting on 12 and 13 October 1973. Items on the agenda included satellite communications for CAP, use of alternate USAF LO stations during CAP emergencies, cadet communications on CAP radio nets, and ultra high frequencies (UHF) link frequencies for FM repeaters. Other topics included a briefing by National Headquarters Communications' staff on the results of the 1973 national and regional communications effectiveness test and a progress report and plans for the CAP RATT test program. Presentation of plaques for first, second and third place wings of 1973 were made to New Jersey, Maine and Delaware (tied for second place), and Virginia.

Communications Newsletter

Due to the paper shortage, the Communications Newsletter, a bi-monthly publication, was discontinued. Future communications items were planned to be published in CAP NEWS.

Petition to FCC

In February 1974 a petition was submitted to FCC for inclusion of CAP Alaska SSB communications in the State of Alaska proposal for a common frequency in that state.

ELT Test

An ELT test was conducted in June near Prattville, Alabama, for evaluation of the Andy Hish Associates, Model SR-1828, portable receiver both in an aircraft and by a ground search team. Results did not indicate any improvements over less expensive equipment. Prototypes of several ground search antennas were tried with an inexpensive Radio Shack Jetstream receiver. A cubicle quad antenna provided superior gain and directivity over a two-element beam, the Woods Scanner, and a small loop antenna.

Key Personnel

On 9 November 1973, Lt Colonel Tommy E. Rice arrived at HQ CAP-USAF from Rhein-Main AB, Germany, and was assigned Chief, Civil Defense and Disaster Relief Activities.

Lt Colonel Warren L. Crawford, former Chief, Civil Defense and Disaster Relief Activity was assigned as Director of DOS.

Major Gary D. Crawford, DOT, was transferred PCS
on 29 August 1973.
Lt Colonel Byron H. Lawrence, former Director of
DOS, was assigned Assistant DCS/Operations.

CHAPTER THREE

PERSONNEL

Abstract: DP experienced several vacancies in the manning slots; however, the situation was remedied by switching personnel. The AF Reserve Officers increased their aid to CAP. Reservists attended seminars with emphasis placed on management techniques to provide a more viable force to assist CAP.

GENERAL

HQ CAP-USAF Personnel (DP) was divided into four sections: the Directorate of CAP Personnel; the Directorate of Data Processing; the Directorate of Reserve Affairs; and the Directorate of Military Personnel. DP experienced some difficulty early in this reporting period in that several slots were vacated by individuals leaving and/or switching positions. The clerk typist position was still being held open due to a hiring freeze. Two positions were lowered one grade to permit filling due to the critical shortage of personnel.

Directorate of CAP Personnel

During the National Board Meeting at Las Vegas, Nevada, on 12 and 13 October 1973, the following Corporate officials were elected:

CAP Brigadier General William M. Patterson--Chairman
of National Board

CAP Colonel Thomas C. Casaday--Vice Chairman of
National Board

At the end of this reporting period DP reported the
following CAP membership statistics:

Units	1,953
Senior Members.	34,313
Cadet Members	24,266
General Aviation Members.	496

Directorate of Data Processing

The Data Processing Directorate continued to be
undermanned. The programming position was vacated, lead-
ing to a downgraded slot and the need to replace and train.
The clerk typist slot was again filled and a corporate
key punch operator was hired.

Approval was granted to upgrade the computer system
to a National Cash Register (NCR) 101.

Directorate of Reserve Affairs

As of 30 June 1974, there were 1,567 AF Reservists
assigned to the CAP Reserved Assistance Program (RAP).
Following is a breakdown by region of assigned strength:

Northeast Region (NER)	311
Middle East Region (MER)	118
Great Lakes Region (GLR)	140
Southeast Region (SER)	156
North Central Region (NCR)	145
Southwest Region (SWR)	213
Rocky Mountain Region (RMR)	117
Pacific Region (PACR)	367

During this period, 7,602 mandays were utilized to support CAP. Among the activities supported were Christian Encounter Conferences, Cadet Officers' School, National Staff College, AF Academy Survival Course, Aerospace Education Workshops, CAP Wing Cadet Encampments, and various Reserve Seminars. Following is a breakdown of mandays utilized by this headquarters and RLOs:

National Headquarters	1,552
NER	1,042
MER	661
GLR	1,068
SER	526
NCR	757
SWR	734
RMR	626
PACR	636

Region Reserve Assistance Coordinators were redesignated as Region Reserve Commanders to clarify their command

positions and enable them to serve as the final endorsing official for outstanding field grade officer evaluation reports. This should substantially reduce the late rate of OERs for the 9004th Air Reserve Squadron (ARS).

A reserve seminar was held in conjunction with the CAP National Board in Las Vegas, Nevada. All Region Reserve Commanders and some members of their staff attended. A complete status briefing on RAP was presented by the Director of Reserve Affairs and items were covered in the area of aerospace education, cadet activities, and information by staff members from the directorates. The Air Reserve Personnel Center (ARPC) briefing team attended and made a full presentation on items such as Officers' Efficiency Ratings (OERs), point-gaining activities, submission of documents for assignment, reassignment, special tours of active duty and promotions. They also conducted a general records review of all Reservists attending. Each Region Commander chaired a portion of the seminar and briefed the group on procedures and methods employed in his region with general interfacing among all participants.

Emphasis was placed on management techniques and regional program development to provide a more viable progressive Reserve Force to assist CAP in mission accomplishment. A recruiting briefing was prepared and furnished to all Region Reserve Commanders and Wing Reserve Assistance Coordinators for use in their recruiting endeavors. The briefing consisted of 44 35mm slides with a script.

Directorate of Military Personnel

Military Personnel Manning attained and maintained 100 per cent during this period. The authorized military strength was increased to 240 at the beginning of this report due to the addition of two aircraft maintenance positions at the PACR IO. This figure was reduced to 230 by the end of this period as a result of Management Evaluation Team (MET) survey conducted by HQ COMD in January 1974.

Personnel allocated to this command have for the most part been exceptionally well qualified with the majority being young officers with a good career potential, especially rated officers in the captain, major and lieutenant colonel grades.

Key Personnel

Colonel F. T. Warren assumed duties as DCS/Personnel on 16 July 1973 replacing Colonel Thomas F. Henderson, Jr. who retired from active military duty.

C H A P T E R F O U R

A E R O S P A C E E D U C A T I O N A N D

C A D E T P R O G R A M S

Abstract: CAP continued to participate in the Aerospace Education Field by taking an active part in the National Congress on Aerospace Education; by continuing the junior high and senior high school textbook courses; by offering scholarships and grants; by sponsoring college aerospace education workshops; and by actively promoting the Cadet Special Activities. Cadet Summer Encampments accommodated more than 8,000 CAP members. Ninety-seven military installations and 44 civilian facilities hosted these cadets and their escorts. Some 3,000 cadets also participated in weekend bivouacs.

GENERAL

During this historical period, the Deputate for Aerospace Education and Cadet Programs (ED) continued to pursue the goals set forth in CAP's congressionally-sanctioned aerospace education and cadet programs. For many years CAP has taken a national leadership role in furthering aerospace education, and its programs boast such graduates as astronaut Frank Borman and many others

who have become USAF officers by attending the USAF Officer Candidate School (OCS) and the USAF Academy.

National Congress on Aerospace Education (NCAE)

Mr. John V. Sorenson, DCS/Aerospace Education and Cadet Programs, was again chosen to be Chairman of the 1974 Congress to be held in Las Vegas, Nevada, 4-6 April 1974. He and his staff were involved in planning for the 1974 Congress, with the cooperation of the host, Nevada Governor, Mike O'Callaghan, and Mr. Jack Schofield, State Assemblyman from Las Vegas. The Congress was co-sponsored by CAP, FAA, National Aeronautics and Space Administration (NASA) and the National Aerospace Education Association (NAEA).

One of the primary features of the 1974 Congress was a program entitled "...Gathering of Eagles." The "Eagles" were four prominent pioneers of, and outstanding authorities on, aerospace events who met and discussed past, present, and future aerospace matters with the participants of the Congress. These four outstanding personages were:

- . Mr. Paul Garber, Historian Emeritus of the National Air and Space Museum, Smithsonian Institution. Mr. Garber is now recognized as the world's foremost authority on aviation history.

- . Dr. Jeannette Piccard, the first woman licensed as a free balloon pilot by the National Aeronautic Association. In 1934, Dr. Piccard piloted a balloon to an altitude of 57,559 feet.

- . Colonel John A. Macready, USAF, Retired. Among Colonel Macready's pioneering feats in aviation were the first nonstop, solo flight across the United States and his assignment as the first test pilot for the U.S. Army.

. General "Chuck" Yeager, USAF. General Yeager, Director of Aerospace Safety for the USAF, was the first man to fly faster than the speed of sound (in the Bell X-1). In addition to General Yeager's pioneering test flights, he was also recognized as an "ace" combat aviator with 13 enemy aircraft to his credit.

Mr. Sorenson was also installed as President of NAEA and Mr. Louis Michot, Louisiana State Superintendent of Education, was designated President Elect of NAEA.

NAEA membership was composed of educators from all parts of the nation, each of whom is dedicated to promoting aerospace education within his or her particular educational system and community. Over 300 of these educators attended the 1974 Congress, and planners look forward to an even larger attendance at the 1975 Congress, which will be held in New Orleans, Louisiana. The date had not been set, but the same organizations agreed to sponsor the 1975 Congress.

ED provided noteworthy support to this annual Congress. Numerous planning sessions were held, correspondence necessary to the critical coordination of the proposed agenda was prepared, and most of the camera-ready documents were generated within the Deputate. The NCAE program ⁵ was one of such documents prepared and distributed by ED.

Aerospace Education Projects

CAP continued to sponsor university-level aerospace education workshops at colleges and universities throughout

the country. These projects were designed to prepare

teachers to teach aerospace education classes.

HQ CAP-USAF personnel in ED published and distributed a listing of CAP Aerospace Education Workshops as of 15 May 1973 and another listing as of 15 April 1974.

During this historical period the number of workshops sponsored by CAP at various colleges and universities by

region, was:

GLR	35	PACR	71
NER	49	RMR	29
NCR	51	SER	40
NER	15	SWR	24

Aerospace Education School Program

Each year CAP sponsors a one-year aerospace education elective course for junior and senior high schools across the country. Records of specific schools teaching such courses have not been maintained until recently, but over 1,200 schools are now listed. The contents of the courses vary considerably as desired by the various schools and specific teachers. It is not definitely known to what degree the CAP syllabus or texts are used at any given time in all of the schools.

Aerospace Education Textbooks and Training Aids

In December 1973, a decision was made to produce a new single-volume aerospace education curriculum for the CAP Cadet Program. This single-volume text was to be accompanied by an audiovisual presentation, which would include a set of approximately 50 35mm slides and a cassette

tape narration for each of the six chapters in the text. To evaluate the effectiveness of the audiovisual enriched curriculum, the first chapter of the new text, together with the accompanying audiovisual material, was to be produced in 200 copies for field testing during the 1973-74 school year. This new single-volume text was scheduled to be available through the CAP Bookstore on 1 September 1974.

Letters of invitation to participate in this test project were sent to 200 CAP cadet and composite squadrons. The plan called for one half of the responding squadrons to use the text and audiovisual presentation, while the other squadrons would have their cadets study the text only.

Of the 200 squadrons invited to participate in the test project, 135 responded "yes" (two responded "no"). These squadrons were sent the appropriate number of copies of the following documents:

1. Printed draft of "Chapter 1, Our Aerospace ⁷/_{World}."
2. Checklists and instructions for Group I.
3. Checklists and instructions for Group II.
4. Script, "Aerospace and Society."
5. Test #1.
6. Evaluation form, Group I.
7. Evaluation form, Group II.

An instructor's guide and a student workbook were also revised and printed as part of the "Airports and Airways" instructional packet. Copies of these were available from the CAP Bookstore.

Additional off-the-press publications included a publicity brochure⁸ announcing the 15th anniversary of the Frank G. Brewer Memorial Aerospace Award.

National Aerospace Education Advisory Committee

During the 1973 CAP National Board Meeting in Las Vegas, there was a meeting of the National Aerospace Educational Advisory Committee. The committee report⁹ was prepared and distributed by ED. In addition, a three-hour aerospace education "mini workshop" was conducted for the aerospace education members in attendance. Topics covered during this workshop were:

1. Aerospace Education and public spending
2. The Space Shuttle
3. The Triad

Scholarships and Grants

Over \$41,000 in scholarships and grants was awarded to CAP members for the 1974-75 academic year. Of the total number awarded, 40 were renewed scholarships, 13 were new awards of four-year scholarships, and 16 were one-year grants. Of the 16 grants, three were new ones.

Air University's Air War College Class of 1974 presented a \$750 grant to be used by a CAP cadet. Winner

of this grant was Cadet First Lieutenant Skye M. Mitchell. Miss Mitchell was a member of the Albuquerque Composite Squadron, New Mexico Wing.

CAP Colonel Thomas P. Casaday, vice-chairman of the National Board, established the Casaday-Elmore Ministerial Grant in honor of his father and father-in-law. Recipient of this \$500 grant was Cadet Second Lieutenant Jeffrey W. McCannon of the North Platte Composite Squadron, Nebraska Wing.

The new \$500 Fay Satterfield Science Grant was awarded to Cadet Captain Roger D. Ritter. Captain Ritter was a member of CAP for over four years, and a member of the Laughlin Composite Squadron, Texas Wing.

Awards

Mr. John V. Sorenson was presented the 1973 Aviation/Education Award by the Aviation Distributors and Manufacturers Association during their annual convention in Phoenix, Arizona.

Exhibit

A new exhibit to promote the CAP Aerospace Education program at national level education meetings was purchased early in this reporting period. The art work for this exhibit and a full-color promotional handout to accompany the exhibit was accomplished by the Audio-Visual and Training Section (EDV).

Cadet Program

During this reporting period, the following publications were produced for the Cadet Programs:

1. In August 1973 CAP Pamphlet 10 / 10, "From Chicks to Falcons" was published. This pamphlet was designed as a recruiting tool, aimed in particular at the younger potential cadets. It was a capsule presentation of the CAP cadet program in cartoon form.

2. In September 1973 a booklet titled, "Cadet Program Forum" was prepared by EDA for use at the National Board Meeting. This 44-page booklet contained facts and statistics about the CAP cadet program in addition to an analysis of a previously administered "Failed to Renew" survey. Designed to provide information and guidance to those participating in the Cadet Program Forum, the booklet was distributed to all members of the National Board who attended the meeting.

3. In October 1973, a new achievement contract was published. The new contract was designed to eliminate some of the time and paperwork involved in filling out the cadet's contract. The contract was also reduced in size and in numbers from four to two copies. This contract went into effect 1 January 1974.

4. CAP Pamphlet 13 / 20, "CAP Scholarships and Grants," outlining CAP's academic scholarship and grant program, was printed in December and distributed to all units. This pamphlet was revised only to reflect the current status of the scholarship and grant programs.

5. In January 1974, ED published and distributed the new "Guide for Hosting International Air Cadet Exchange (IACE)." This booklet was designed to provide guidance and ideas to project officers of wings hosting foreign cadets and escorts during the 1974 IACE.

6. CAP Form 15 / 77, "Cadet Flight Orientation Program Syllabus," published in January 1974, contained six cards. Each card authorized the cadet an orientation flight based on satisfactory performance and achievement in the Cadet Program. This

form went out to all new cadets in Achievement Packet #1 and could be ordered by squadron commanders for those cadets already in the program who had not had an orientation flight. As each flight was accomplished, the appropriate card was detached and mailed to National Headquarters. This system provided a means of accounting for the number of orientation flights provided. In addition a rebate of \$5.00 was provided to the wing for each first orientation flight. The first orientation flight appeared as Item 19 in the National Commander's Evaluation.

Also during this period, a revision of CAPM ¹⁶50-16,

"The Leader's Handbook for the Cadet Program," was published in February. Incorporated into this manual was a chapter on cadet special activities which superseded CAPM 50-9, "Cadet Special Activities."

In June 1974, ED published the 1974 "IACE Questionnaire." ¹⁷ This was a six-page survey to be completed by the foreign cadets and escorts during their visit to the U.S. The survey was in three parts: the New York Phase, the Host Wing Phase and the Washington, D.C. Phase. It allowed our guests to evaluate and comment on areas, such as food, transportation, housing, and entertainment provided during each phase of their stay. This device served to point out areas which needed to be improved or changed for the next Exchange.

Cadet Special Activities

Eleven separate cadet special activities involving a total of 955 cadets at 12 locations were conducted during this historical period. A brief description of each activity follows:

Air Force Academy Survival School - This course was attended by 57 male cadets at the AF Academy, 17-21 June. The tough, adventurous course, six days in length, was designed to train cadets in techniques of survival which someday may save their lives--or that of someone else. The course was taught by veteran AF survival experts and the curriculum included theory as well as practical application in field demonstrations.

Cadet Officers School - This course began on 21 June and ended on 3 July. It was held at Maxwell AFB, Alabama, and was designed to produce more effective CAP cadet officers and to prepare them to assume additional positions of leadership in CAP programs. The curriculum included both academic and field training exercises. Instructors included CAP senior members, personnel from AU and HQ CAP-USAF, and AF Reserve Officers.

International Air Cadet Exchange - The U.S. exchanged 202 cadets with 22 nations of the free world. CAP personnel were escorted by 33 senior members and the foreign students were escorted by 34 representatives. The Exchange, which took place from 19 July to 7 August, was designed to promote goodwill, understanding, and fellowship among the world's youth through a common interest in aviation.

Christian Encounter Conferences - Some 200 cadets participated in 11 Spiritual Encounter Conferences which were conducted by CAP in conjunction with the AF Chief

of Chaplains. The encounters were of one-week duration, and were held in Arkansas, California, Colorado, Georgia, Minnesota, North Carolina, Texas and Washington. The cadets were escorted by 47 senior members. This program was an annual activity designed to augment the spiritual and moral aspects of the CAP Chaplain program and stimulate the moral and spiritual development of the cadet.

Communications Electronics Course - This activity was conducted in two separate two-week courses held at Keesler AFB, Mississippi. Class I, from 25 July to 7 August, had a total of 22 cadets participating, while in Class II, from 9 to 22 August, had 20 cadets. The course, planned and conducted by USAF communications instructors, included communications principals, radio operator training, tours, and practical laboratory exercises involving the latest types of AF electronics equipment and systems.

Medical Services Orientation Program - This course was held 12-18 July 1973 at Sheppard AFB, Texas. A total of 54 (male and female) cadets attended. The course was designed to acquaint the cadets with various medical careers in both the USAF and in civilian life. It was planned and supervised by USAF instructors and included briefings on the role of the flight nurse, space medicine, and veterinary services.

FAA Cadet Orientation Program - Hosted by the FAA Academy at Will Rogers Field, Oklahoma, and Tinker AFB,

Oklahoma, the course was held from 26 July to 1 August 1973. Fifty-five cadets were given a diversified program, which included instruction in ground control approach, control tower procedures, weather and air traffic control. It was designed to acquaint cadets with the history and organization of the FAA and to develop an understanding of the functions and responsibilities of its various units.

Space Flight Orientation Program - Jointly hosted by Marshall Space Flight Center and Redstone Arsenal at Huntsville, Alabama, this activity was attended by 61 cadets. The program began on 12 July and ended on 18 July. The course was designed to motivate cadets toward careers in aerospace and allied sciences. The orientation included history, philosophy and objectives of space flight, propulsion and structural design of space vehicles, guidance, navigation, instrumentation, and communications.

Air Training Command (ATC) Familiarization Course - This course was held from 9 to 25 July at two sites. Twenty-two cadets attended the course at Craig AFB, Alabama, while 24 cadets participated in the course at Vance AFB, Oklahoma. These ATC bases, specializing in undergraduate pilot training conducted the course which was designed to stimulate the cadets toward a career in the USAF as a pilot. Attendance to this course was offered to selected male cadets who met stringent requirements. It was also recommended that the cadets applying have a minimum of 10 flying hours as a pilot.

Air Force Logistics Command (AFLC) Orientation Program - Conducted from 2 to 8 August, this activity was held at three locations. The course at Tinker AFB, Oklahoma, included 36 cadets. At McClellan AFB, California, 21 cadets participated and at Robins AFB, Georgia, 24 cadets attended the third such program. This course was open to both male and female cadets and was designed to familiarize them with the nature and purpose of the AFLC. It consisted of briefings and presentations that would provide an insight into the support and logistics requirements of the USAF. Cadets had the opportunity to observe airframe maintenance, component repair and overhaul. Included in the program were instruments, radar, communications, engines, and a multitude of other basic support items.

Flying Training Programs - CAP sponsored flying training programs in the Solo, License, and Glider categories. These programs were jointly sponsored--one-third by National Headquarters, one-third by the wing or region, and one-third by the student. The solo programs provided 15 hours of flying time as well as appropriate ground school training leading to solo qualification. A total of 340 CAP members took advantage of this training. The License program was designed to lead to the attainment of a FAA Private Certificate. A total of 80 cadets received licenses as a result of 25 hours of flight instruction

and appropriate ground school training. Cadets qualifying for this program must have already had powered solo training. The glider training program was held by three regions and afforded certificates to 80 cadets.

Other Cadet Activities - During this period, more

than 8,400 CAP members participated in summer encampments at 97 military installations and 44 civilian facilities. These encampments, from 7-14 days duration, enabled CAP cadets and senior members to actually live in a military environment by participating in day-to-day activities on a military installation. A survey indicated that this program was a key factor in retention, which has been a major problem in CAP for nearly all youth programs. Personnel of National Headquarters expected this program to have increasing importance, since the country has entered a no-draft period.

It was estimated that an additional 3,000 cadets participated in weekend bivouacs, many of which were held on military installations. More than 1,000 senior members acted as escorts, advisers, and counselors during these encampments and bivouacs.

Audio-Visual Communication Division (EDV)

During this period EDV completed all art work and fulfilled all production requirements on the textbook, instructor guide and student workbook for the revised Navigation and Weather Slide presentation was completed.

Personnel from EDV were detailed for a six-week assignment to ED for the purpose of laying the foundation for "Project Pegasus." This project was the basis for a new single-volume aerospace education text for use in the high school elective program.

Ten illustrations in color and black and white and correction of 12 existing illustrations were prepared for the textbook "Airports and Airways." New illustrations and alterations in existing art for changes were also prepared for the textbook "Your Aerospace World."

Hall of Honor - CAP's "Hall of Honor" exhibit was completed and installed in the Air Force Museum at Wright-Patterson AFB, Ohio. The dedication ceremony was conducted on 31 May 1974. The exhibit was eight feet long, four feet wide, and seven feet tall. One side depicted the history of CAP in black and white photographs, with commentary beneath each photograph. The other side had space for 30 bronze, portrait plaques (8 x 10). Thus far, the exhibit contains thirteen portraits of CAP members who have been voted a place in the Hall of Honors.

Other Actions of EDV - Personnel of EDV performed the following services:

Briefing Charts (budget, rental aircraft, IACE, etc.)	92
Vugraphs (slides)	180
Briefing Slides (NEC-NAEA, Region Conferences, HQ HQ COMD USAF, etc.)	175
Charts	24
Certificates	45
Special Presentations (Documents, portraits, framing, hand lettering)	41
Posters	7

In addition to the above, personnel of EDV prepared the full-color layout for cover for Annual Report to Congress, design and layout for 1974 CAP calendar, design and layout for cover for four agenda and meeting publications, four large decorative signs for CAP National Convention, plus other materials relating to the program, menus, etc., layouts for six folders, three pamphlets and four flyers, and design of a new CAP cadet emblem.

Key Personnel

Lt Colonel Donald R. Hayes (EDA) was transferred to Dyess AFB, Texas, on 7 June.

CHAPTER FIVE

P L A N S A N D P R O G R A M S

Abstract: XR's two biggest projects were coordinating the activities for the National Board and the National Convention Meetings, and the publication of the annual "Report to Congress." XR was also made OPR for a reply to a proposed reassignment of CAP. Despite changes in manpower, XR was able to fulfill the requirements assigned that section.

CAP National Board Meeting

18 Plans and Programs (XR) prepared and distributed the minutes of the National Board Meeting at Las Vegas, Nevada, 12-13 October 1973. The election of the new Corporate Officers are listed in Chapter One of this historical report. One of the highlights of the meeting was the Cadet Program Forum--an open discussion of the problems associated with the decline in cadet membership.

CAP National Executive Committee (NEC) Meeting

The CAP NEC met three times during this reporting period. A primary agenda item for the 1-2 December 1973 meeting at Maxwell AFB, Alabama, was the election of Corporate Officers. CAP Brigadier General S. H. duPont was elected as National Finance Officer, replacing CAP

Brigadier General Paul W. Turner, who was appointed as National Controller. CAP Brigadier General Lyle W. Castle was reelected as National Legal Officer.

The second meeting of the NEC was held at Maxwell AFB, Alabama, on 16 March 1974. The third NEC meeting was held on 1 June 1974 at Allentown, Pennsylvania. The meeting covered such subjects as: National Drill Competition, CAP National Staff College, Ground Direction Finder Equipment for locating ELTs and Residency Requirement for Wing Commanders.

Annual Report to Congress

Personnel of XR produced and distributed the 1974 ¹⁹ Annual Report to Congress. This report was required by Public Law 476, 79th Congress. Highlights of the report included coverage of CAP's National Aerospace Education efforts, Air and Ground Search Missions, Natural Disaster Relief Operations, Civil Defense Support, Senior Member Training, Cadet Flight Training, Cadet Encampments, Cadet Activities, and the CAP Chaplaincy. The report was printed in 10,000 copies and widely distributed to national, regional, state and local government's business, civic, education, and military leaders with special distribution to religious leaders, in addition to members of Congress.

National Commander's Evaluation

On 15 February 1974, XR published and distributed the "National Commander's Evaluation of Civil Air Patrol

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Wings." This pamphlet listed the degree of attainment of goals by CAP wings and regions. The goals set in some areas, e.g., growth and achievement areas, proved to be beyond the reach of most wings. The report did, however, provide the commanders a good indication of problem areas and where corrective action was needed.

The Maryland Wing earned the number one position in relative wing standings. The Middle East Region earned the number one position in region competition.

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The 1974 Criteria for the National Commander's Evaluation of Civil Air Patrol Wings was prepared in December for early release in January 1974. Problems associated with the energy crisis required adjustments in some evaluation areas. SAR effectiveness evaluation no longer required wings to operate out of more than one location, and an actual SAR mission could then be evaluated in lieu of a simulated exercise.

It was decided that corporate aircraft utilization must be continued despite fuel shortages to keep the corporate fleet operational and to maintain pilot proficiency. Accordingly, 30 hours per quarter for each aircraft were set as the objective for 1974. No additional credit would be provided for exceeding the 30-hour objective.

Manpower Evaluation Study

A Manpower Evaluation Study was conducted by HQ COMD Manpower Evaluation Team (MET) during January 1974. The

study resulted in the Deputy Director position (Major - AFSC 7016) being abolished and replaced by a MSgt, AFSC 70270, position, which was later converted to a GS-3, Clerk Typist position. The logic for this action was that the team decided the Major position was primarily to perform protocol functions. Therefore, a MSgt could absorb the protocol functions and assume the duties previously performed by the secretary (GS-5), whose position had been abolished prior to the MET visit. Further negotiations resulted in the team's agreeing that a GS-3 position should be substituted for the MSgt position. The net result of these manpower actions was the loss of the Major position and reduction of the secretary position from GS-5 to GS-3.

Proposed Reassignment of CAP

A proposal that CAP-USAF/CAP be reassigned from HQ COMD to Military Airlift Command (MAC) was studied by the CAP-USAF staff during March and April. The official premise by CAP-USAF, and indorsed by HQ COMD, was that it would not be advantageous to either the AF or to CAP to reassign CAP-USAF to MAC. The CAP-USAF position on the proposal was submitted to HQ COMD on 15 April 1974, ²²/ in a letter from the commander.

CHAPTER SIX

CHAPLAINCY ACTIVITIES

Abstract: Nearly 200 CAP cadets and 47 senior members joined the AF in the summer Christian Encounter Conferences. Highlights of the Chaplaincy were the National Chaplain Committee Meeting; the planting of the memorial tree; moral leadership syllabus; updating the Chaplains' Appointment Procedure; and CAP being awarded the Valley Forge Freedom Foundation's "Honor Award."

Christian Encounter Conferences (CEC)

Nearly 200 CAP members participated in 10 CECs, which were sponsored by USAF. Arrangements for CAP participation was made in conjunction with the AF Chief of Chaplains. These week-long sessions were held during the summer in the states of Arkansas, California, Colorado, Georgia, Minnesota, North Carolina, Texas and Washington. A total of 47 senior members also took part as escorts, counselors and participants.

National Chaplain Committee Meeting

More than 100 chaplain delegates attended the annual National Board and Convention at Las Vegas, Nevada, 12-13. October 1973. The many chaplain-oriented activities during

the two-day meeting were centered around the National Chaplain Committee Meeting. The Right Reverend Clarence E. Hobgood, Bishop for the Armed Forces - Episcopal Church, praised the unselfish, vital role of CAP chaplains in his keynote speech. Chaplain, CAP, Lt Colonel Edwin J. Horney, unit chaplain of the Smyrna, Delaware Cadet Squadron, and pastor of the Smyrna Delaware United Methodist Church, received the Convention 1973 Honor Award, and was selected as the Outstanding Unit Chaplain of the Year. Special awards and recognition were presented at the convention.

Dr. Chilton F. Thorington, pastor of the Northwest Presbyterian Church, Atlanta, Georgia, was promoted to the rank of CAP Colonel, and reappointed Chairman of the National Chaplain Committee. Chaplain Lt Colonel Billy H. Ferrell, CAP, of the Faith Baptist Temple, Dallas, Texas, was picked to serve another term as Vice Chairman.

Memorial Tree

Brigadier General Leslie J. Westberg, USAF, National Commander of CAP, and CAP Brigadier General William M. Patterson, CAP National Board Chairman, joined the National Chaplain, Colonel Ralph R. Pace, USAF, and representatives from HQ CAP-USAF in special memorial tribute on 1 December 1973, CAP's 32nd anniversary. A white pine tree was planted in front of the National Headquarters in memory of all CAP members who had died while performing CAP missions. This "Memorial Tree" was to serve as a living symbol to remind present and future CAP personnel of the sacrifices made by fellow CAP members.

Moral Leadership23/

Volume I, Part 11--for cadets, of the Values for Living Program was produced in November 1973. The 15 topic syllabus was written by three AF Reserve Chaplains, brought on active duty through paid mandays to update the chaplain portion of the cadet program.

Chaplains' Appointment Procedure

CAP Chaplain appointment procedures were changed as of 1 January 1974, reverting to a system of direct appointments by the National Chaplain. Instead of CAP Form 35 (CAP Chaplain Appointment Application) applications going from a unit to the wing headquarters, and then to the National Chaplain, they were sent directly from a unit to National Headquarters. The appointment form was revised as of 1 February to reflect this change, and to add a section showing past military or CAP service, pilot ratings and aircraft ownership status. CAP Regulation 265-1 dated 6 February 1974, removed the requirement for chaplain appointment applications to be routed through wing commanders, and provided for a unit chaplain of the year award.

CAP Chaplain Creed

Personnel of the Staff Chaplain's (HC) office established and distributed a CAP Chaplain Creed to all chaplains and interested agencies.

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Honor Award

HC was awarded the Valley Forge Freedom Foundation's "Honor Award" for governmental unit activities for its Values for Living Moral Leadership Program curriculum. The award for outstanding contributions made to American patriotism was presented to Chaplain, Colonel, Pace, National Chaplain, and General Westberg, National Commander, by the Honorable Hugh Maddox, Justice of the Alabama Supreme Court. The July-August issue of the Chaplains Newsletter highlighted a photo and article of the presentation.

Other Chaplaincy Activities

The Chief of AF Chaplains, Major General Roy M. Terry, visited CAP Headquarters on 7 February 1974. Following a formal briefing of the CAP mission, the CAP Chaplaincy, and the IACE, he met with the national commander and his staff.

Through special arrangements with the Command Chaplain, HQ Air Reserve Personnel Center (ARPC), Denver, Colorado, five reserve chaplains were assigned to HC from 3-21 June 1974. ARPC paid all costs for the three-week program under auspices of a reserve training conference allocation, while the chaplains researched and developed fifteen new topics for next year's Values for Living curriculum.

Key Personnel

The Chief of Chaplains, USAF, upgraded the military staff of HC providing a Professional Division, with a Major, Chaplain Authorization. Chaplain, Major, Kenneth W. Henschel, USAF, was assigned to fill this position in July 1973.

C H A P T E R S E V E N

D I R E C T O R A T E O F I N F O R M A T I O N

Abstract: Two of the main problems facing OI during this period were absorbing responsibility for recruiting and retention and the increase in the price of paper stock, thus affording less information materials for the same money. The personnel of OI combined their efforts to overcome these problems.

GENERAL

The Directorate of Information (OI) continued its efforts to initiate and follow through on plans designed to acquaint the general public with CAP's mission. Emphasis was placed on recruiting and retention of cadets, SAR, emergency services, and the aerospace education training activities of CAP.

Brochures and Leaflets

The accelerated efforts toward recruiting, due to the steady decline in membership, placed a greater demand on OI for information materials. Another problem facing OI at this time was the increase in the cost of paper

stock. Fiscal allotments by the National Board of CAP did not increase and with the increase in the cost of stock, it became necessary to make a frugal distribution of materials available. It also became necessary to cut down on the quantity of paper used for pamphlets, brochures, leaflets and handouts. More than 20 information leaflets and brochures were designed or revised during this period. Nearly one million of these were distributed through the more than 2,000 units, mostly for recruiting purposes.

OI also responded to approximately 3,000 letters from pre-teen and teen-age youth, many in foreign lands, seeking information about USAF and CAP.

Exhibit

The CAP exhibit consisted of five panels with photographs and a center screen for a self-operating projector, which depicted the CAP story on color slides. The photographs were updated and larger pictures were made. Constant wear and tear from shipping through the mails and setting up at various locations took its toll on the exhibit. There was a constant need to replace the panels and photographs. The OI exhibit was on display at the Optimist International Convention at San Antonio, Texas, 23-28 June 1973; the corridor of the Pentagon, 11-14 September 1973; the AFA Convention, Washington, D.C., 17-21 September 1973; and in the hall of the Rayburn Building in Washington, D.C., 1-5 October 1973.

As interest in the cadet and senior summer activities

Summer Activities

increased, there was a corresponding increased demand for news and photographic coverage by personnel of OI. Editors and writers from many aviation and teen-age oriented publications requested special stories and photographs of these activities. A number of publications sent representatives to cover particular activities of greatest interest to their readers. These representatives received full support from OI personnel at the scene of these activities and from National Headquarters. The results of these efforts were highly rewarding with several national publications utilizing special articles on the activities of CAP. In addition, more than 300 news stories were prepared by OI and distributed to daily and weekly publications throughout the U.S.

Letters to Governors

A continuing activity of OI was the "Letters to Governors" Project, designed to acquaint the governor of each state with the activities of CAP in his respective state. These letters were written to a newly inaugurated governor, or to the incumbent governor when a change of wing commander was made in his state. Each letter included data on the number of CAP units in that state, membership (both cadet and senior members), the number of rated pilots, the number of aircraft (corporate-owned and privately

owned), the name and address of the wing commander, and a brief summary on the status and performance of the CAP wing in the state concerned.

Unit Information Programs

Another important function of the OI was the monitoring of the information programs at the unit levels of CAP. OI guided and supported the thousands of CAP unit information officers (IOs) across the nation, most of them amateurs and all of them volunteers.

The Information Officers' Course, which had been designed and taught by personnel of HQ CAP-USAF/OI, was packaged and sent to each region liaison office. Wing IOs were told of its availability and directed to use it to train their unit IOs. Personnel of OI continued to update and distribute the Information Officers' Handbook (CAPM 190-1).

CAP NEWS

OI continued to publish a monthly newspaper--CAP NEWS--distributed nationwide to some 60,000 members and subscribers. Early in this period CAP NEWS began to encourage recruiting and retention because of the noticeable drop in membership.

In order to further stimulate the recruiting and retention programs, personnel of OI initiated "Recruiting" and "Crosstalk" sections in the CAP NEWS. In October 1973, CAP NEWS listed the cadet and senior activities that were planned for 1974, giving the qualifications and a brief resume of what the courses covered.

Through the use of several articles, the commander's column and the board chairman's column, this publication urged its readers to conserve fuel as the fuel crisis began to be felt throughout the nation.

In May and June 1974, the printing contract between Southern Publications and Civil Air Patrol was renegotiated at their request. Cost increases and inflation had increased the costs by 15% for printing and 42% for mailing. Per paragraph 7b of the original printing contract, the prices could be renegotiated once they had increased 10%.

On 5 June 1974, Southern Publications was informed by letter that the new prices were agreed to by the Corporation. These costs became effective with the printing of the July 1974 issue of the Civil Air Patrol NEWS.

Recruiting and Retention

OI became responsible to the commander as OPR for all recruiting and retention activities, effective 22 May 1973. A ²⁵letter, signed by the Chief of Staff, was dispatched naming this responsibility. OI personnel met and drew up plans to survey the field and analyze problems of recruiting and retention and to develop a program to stimulate maximum efforts along these lines. This plan was implemented early in this reporting period, and the following procedures were followed:

All inquiries asking for information about CAP that were received at HQ CAP-USAF were immediately answered by a form ²⁶letter, which listed the name and address of the wing commander in that state. The person inquiring was told that he could expect to hear from a CAP representative in the near future. Also, included in the letter were information materials about CAP. At the same time, OI dispatched a ²⁷letter to the wing commander enclosing the name and address of the person making the inquiry. In that letter OI also urged that the wing commander or the nearest unit commander to reply in person to the interested party, emphasizing the fact that "we must show members of the community that we want their membership by replying promptly to their inquiries." Attached to the letter to the wing commander was the original letter of inquiry.

A survey ²⁸card was later mailed to each of the inquiring persons to determine if they had been contacted by the wing commander, the unit commander, or some CAP representative. The results of the survey were put on the computer printout listing the names and addresses of each inquirer and his or her answer to the three questions on the survey card. The printout was then mailed to each CAP region for their information and dissemination to their wings.

The results of the first survey covering inquiries from November 1973 through April 1974 revealed that 48% of the persons making inquiries were not contacted by CAP commanders.

At the direction of the commander in January 1974, OI prepared a position description for a recruiting officer to be added to CAPM 20-1. The purpose of this action was to assure such a position would be established in every CAP unit.

CAP radio and television spots encouraged the audience to write to HQ CAP-USAF or the nearest AF Recruiting Office for information on CAP.

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A mail-back card system was developed for the AF Recruiting Service. Each AF Recruiting Office was mailed a CAP unit directory with a supply of these cards. As people queried the recruiting offices, the recruiter mailed these cards to HQ CAP-USAF, and information materials were immediately mailed out.

30 /
A special CAP leaflet (CAPL 2) was designed for distribution to all AF Base Personnel Offices. Approximately 175,000 of these leaflets were printed. They were designed to interest retiring personnel or personnel separating from the AF in CAP activities.

A +1 program was initiated upon the assignment of recruiting and retention to OI. Basically, the program was designed for each CAP member to recruit at least one

additional member. The incentive for accomplishing this objective was a ribbon, plus oak leaf clusters for specific numbers recruited.

Photographic Production

The concern regarding retention and recruiting and the accelerated activities in both senior and cadet member activities reflected an increase in some portions of the workload of the photographic laboratory. There was a decrease in the number of work orders (219 as compared to 318 for last FY); however, some of the requirements increased. The following workload was reflected for this period:

Color slides (35mm, mounted)	1,302
Prints (8 x 10)	2,924
Prints (5 x 7)	1,122
Prints (4 x 5)	1,127
Black and white film exposures	3,207

In addition to the above, OI also fulfilled the requirements of AFR 95-6, "Still Photographic Documentation," adding some 30 photographs (8 x 10 b/w glossy) to the workload of the photographic laboratory.

Radio, Television and Pictorial

The Radio, Television and Pictorial (OIR) Section undertook the following new projects during this period:

1. Produced three television film spots for distribution to 600 television stations across the nation.
2. Produced and distributed 13 taped spots to 2,000 radio stations.
3. Developed a script for the OI slide presentation, "The CAP Story," and updated the slides to be used with it.
4. Developed special slide presentation for meeting in Hollywood, California, with television personnel.

In April and again in May 1974, personnel from OI made trips to Metro-Goldwyn-Mayer (MGM), Inc., Studios in California to discuss the possibility of developing a television series based on CAP. MGM was given a briefing on CAP and a series of proposed story lines. The result of these visits was that MGM assigned a writer to produce a pilot script for presentation to the television networks. This script was in the process of being written at the end of this reporting period.

Other Projects of OI

(CAP News Service) - OI continued to publish the monthly CAP News Service, which consisted of four stories that were "green" and could be used by the unit IOs to have something to carry to their media. Due to the paper shortage, this pamphlet was cut to one page; however, four stories were still sent out to encourage the local unit IOs who might have thought that they had nothing to give the media in their area.

(IACE Fact Sheet) As has been the custom in past years, OI produced a new IACE fact sheet, which consisted of a brief history of the exchange and listed the number of countries participating and the state hosting the students from these countries. It also listed the number of American cadets who were privileged to participate in this most-sought-after of all cadet activities.

(CAP's 32nd Anniversary) OI prepared and distributed the 32nd anniversary kits. They were attached to a letter, ^{31/}dated 14 September 1973, to all unit commanders and information officers, and signed by the National Commander. This kit contained news releases, a proclamation to be signed by the mayors of the various cities, announcements, cartoons, and radio and television spots. These materials were designed for use outside the local CAP unit. Unit IOs were encouraged to retype these materials and send only originals to the media in their areas.

(Humanitarian Services - 1973) OI updated and revised SAR Fact Sheet. ^{32/}By adding photographs and changing the name, OI was able to produce a more prestigious pamphlet. This pamphlet gave a brief history of CAP's SAR activities, and activities during the current year--giving sorties flown, hours flown, and lives saved in each wing.

CHAPTER EIGHT

OTHER ACTIVITIES

Abstract: IG inspection teams conducted 5 region, 13 wing and 13 wing LO inspections. There were 35 complaints and 11 congressional inquiries. The safety record was excellent with 7,280.6 flying hours and no accidents. JA conducted the annual state appropriations survey and found that, for the first time, CAP's state donations exceeded one million dollars. The Operations Operating Budget showed utilization up to 99.3 per cent. AF transferred excess property at a value of \$8,817,767 to CAP. Corporate aircraft numbered 750 at the close of this period.

INSPECTOR GENERAL (IG)

Checklists for inspection of CAP wings and USAF-CAP region and wing LOs were revised, expanded and upgraded. Expanded check lists were published to provide detailed guidance and procedures for inspections performed by this headquarters and the region LOs.

In August 1973, a summary of inspections of CAP wings conducted by members of IG, was compiled for the FY 73. The summary segregated the eighteen functional areas inspected

at wing level and identified major problem areas. Findings were forwarded to CAP region and wing commanders, stressing that additional command emphasis could correct weak areas and improve overall unit effectiveness.

Personnel of IG revised and published CAP-³³USAFR 123-2 on 19 October 1973. This revision generally updated the text, revised inspection format, and established a 15-month inspection cycle. The objective of this regulation was to provide guidance to CAP commanders and staff personnel, measure effectiveness and efficiency, and insure that assistance furnished to the CAP corporation by the USAF, under provisions of applicable statutes and regulations, was being properly utilized.

A change to CAP-³³USAFR 123-11 was published on 9 November 1973 requiring the appointment of a commissioned officer, other than the chief region LO, to hear complaints of members of the region and wing LOs. This change was in compliance with an AF directive.

During this reporting period, members of IG inspection team conducted 31 general inspections (five region LOs, 13 wing LOs, and 13 CAP wings). The region LOs inspected a total of 18 wing LOs and 19 CAP wings during the same period.

Thirty-five complaints and eleven congressional/executive inquiries were processed during this period.

Key Personnel

In September, Major Louis W. Shehi was assigned as Director of Inspection, replacing Lt Colonel Charles W. Harrill who retired.

DIRECTORATE OF SAFETY (SE)

HQ CAP-USAF incurred a civilian injury in July 1973 when a secretary fell and injured her knee. In August 1973 the Louisiana Wing LO sustained an AF Motor Vehicle (AFMV) accident. Total costs for this period was \$1,232. These were the only reportable accidents within any safety areas, i.e., flight and ground.

Total exposures for the entire period were:

Military Mandays	89,873
Civilian Man-hours	172,968
USAF Vehicle Mileage	292,512

A reduction in civilian man-hours resulted from the deletion of secretarial positions in the wing LOs. The AFMV mileage was reduced because of the change from AF to GSA vehicles in the field.

Flying hours for CAP-USAF during this period were 7,280.2 hours (4,248.4 in civilian rental aircraft and 3,131.8 in USAF T-29s). There were no accidents or incidents experienced during this period.

CAP ended FY 74 with 23 aircraft mishaps classified by FAA as accidents, while flying an estimated 109,348

hours, compared to 34 accidents in FY 73 while flying 104,421 hours. This resulted in a reduction in the accident rate per 100,000 flying hours from 32.6 in FY 73 to 21.0 in FY 74.

Assistance was provided to CAP in establishing FAA Accident Prevention Counselors within flying units and obtaining accident prevention training. These counselors attended traveling seminars presented by the Army Aviation Center located at Fort Rucker, Alabama.

Completing three years of accident-free flying, this period made CAP-USAF eligible for the USAF Flight Safety Certificate in accordance with AFR 900-26. This record was accomplished while operating aircraft from both military and civilian airfields with minimal facilities.

During the last half of this reporting period the GS-5 secretarial position in SE was abolished and the SE office was collocated with the IG office for administrative support.

STAFF JUDGE ADVOCATE (JA)

During this period, the CAP Corporation applied to the Internal Revenue Service (IRS) for its annual federal income tax exemption. This exemption was granted 24 July 1973.

JA maintained liaison with the Department of Transportation on their study concerning the airports and

airways excise tax. The recommendations of this group had a profound impact on CAP as it was the largest owner of private aircraft in the world.

The annual state appropriations survey was conducted during November 1973. For the first time CAP received over a million dollars in state aid with 33 states contributing. A survey was made of all wings to determine the amount of support received from state and local governments. This was the first time a survey had been conducted to determine the types of support given to CAP.

Litigation and Claims

JA continued to monitor the CAP insurance program and all pending litigation and claims for and against the corporation.

On 26 September 1973, Tolman v. CAP was settled. This suit, asking for damages in the amount of over a million dollars for bodily injury, was settled in the amount of \$35,000.

Suit was filed in U.S. District Court, 7th District of Ohio, on 28 September 1973, in the amount of \$200,000 for injuries sustained by Cadet Marlon G. Morgan on 19 September 1971. Donald Pinkney filed suit in the District Court, First Judicial District, State of North Dakota, on 28 August 1973. Mr. Pinkney claimed he suffered injuries while acting as a volunteer instructor for CAP due to the negligence of two CAP cadets. He asked damages in the amount of \$125,000.

The legal action filed in the North Carolina courts by CAP to recover two aircraft has not been scheduled for trial. This action has required much time in telephone calls, correspondence, copying documents and even temporary duty (TDY) to testify in the preliminary hearing. Precedence for CAP to recover its property has been established in *Fostaird v. CAP*.

Price Piper filed suit against CAP for sales tax due on an aircraft sold in Washington Wing and on the deficiency in a repossession. The amounts asked for were \$8,900 and \$4,100.

In *Walter C. Jenkins v. United States of America*, Civil No. 74-61-1, filed in the U.S. District Court Southern District of Iowa, Judge W. C. Stuart ruled that this suit be dismissed and cited *Pearl v. U.S.* and *U.S. v. Alexander*. This case arose out of an aircraft crash on 13 March 1971, which caused the death of Robert Graybill and James Allan Belluci. Litigation was pending on *Belluci v. U.S.* and *Central Iowa Power Cooperative v. CAP*. Mr. Jenkins sued because of CAP/AF efforts following the crash caused damage to his realty and the noise and excitement caused his cattle and hogs to go off their feed, causing weight loss. Access to the crash scene had to be obtained across the property of the plaintiff. The USAF offered Mr. Jenkins \$500 in settlement of this claim, which he refused.

In the California Wing, suit was filed on 19 April 1974, in the Superior Court of California, County of Los Angeles, NWC 38061 by Ramsden, et al, Western Union, CAP and various individuals for false arrest, malicious prosecution, battery, libel, slander and negligence. The amount asked in this suit was in excess of 18 million dollars. This case arose out of a long series of grievances, complaints, disputes and personality conflicts within the California Wing.

Legal Studies and Opinions of Interest

Included under this heading were: Agreement between the Florida Wing and the Florida Department of Pollution Control; Wing Boat Acquisition; AF Support for CAP; CAP's Mission for the AF; Cadets Flying on AF Directed Missions; Termination of Membership; Changes in Bylaws to Change the Age Limitation for Cadets; Federal Aviation Use Tax; Fund Raising Activities; Funds from Community Fund Campaigns; CAP Supply Bill Now Pending in the House Armed Services Committee; Election Criteria for Wing Commanders; Citizenship Requirement for Membership; and Acquisition of Real Property.

DCS/COMPTROLLER (AC)

The FY 74 Operations Operating Budget closed out on 30 June 1974 with a zero balance of expenditures and obligations versus an approved annual operating program of

\$2,147,300. Actual operating expenses for FY 74, as adjusted through 31 December 1973, representing 99.3 per cent utilization versus the approved operating target showed a total of \$2,301,809.

The CAP Corporate Budget for FY 75 was approved in June by NEC for \$594,943...total net income for CAP Corporation for FY 74 was \$603,308. Total income for FY 74 was up \$12,613 from FY 73. The majority of this increase resulted from increase of income in both the Supply Depot and the Bookstore. Membership dues for cadets and senior members declined in the amount of \$18,528 in FY 74 versus income reported for FY 73. However, senior contribution showed an increase of \$2,088 for FY 74. Bookstore sales reached \$291,633.40 in FY 74 versus \$279,679.29 in FY 73. During the same period the Supply Depot sales rose from \$64,180.16 to \$173,531.38.

During this period National Headquarters instituted a program for financing flight simulators for CAP units. The simulators were manufactured by Analogue Training Computers, Inc., of New Jersey and were sold to CAP units at a discount. Financing was through National Headquarters at 5 per cent interest (add on) per year and was available for either 12 or 24 months. The acquisition of simulators was thought to greatly assist CAP units in their flying training programs.

AC was responsible for registering all guests and attendees at the National Convention in Las Vegas, Nevada, 12-13 October 1973. A total of 1,338 members and guests were registered. The convention was a success from a monetary standpoint as the income exceeded the expenses by \$1,200.

ADMINISTRATION (DA)

During this reporting period the print plant reported the following:

1. Over 167,000 line items of requisitions were filled to provide CAP field units with blank forms and replacement publications.
2. Eleven new forms were designed and 17 publications were published and distributed.
3. Fifty-six new charters were issued.
4. Total printing jobs amounted to 20,953,145 units, received and completed.

Excess equipment received during this period were: one Robertson camera, one Pako film dryer, and one 1250 offset press. The printing shop also received 43,793 pounds of excess paper.

Four representatives for DA were part of the logistical and administrative team at the National Board Meeting.

Key Personnel

Lt Colonel Isabella T. Lynn assumed duties as Director of Administration on 1 April 1974, replacing Lt Colonel Glenn H. Dowler, who retired from active military duty on 31 March 1974.

LOGISTICS (LG)

Host-Tenant Agreements

During this historical period 33 support agreements for USAF-CAP-LOs were reviewed and/or negotiated. A T-29 aircraft was assigned to the PACR LO, which resulted in the negotiation of the completely new support agreement with the AF Reserve at Hamilton AFB, California. A new support agreement was also negotiated with Sheppard AFB, Texas, for support of the SWR T-29 aircraft due to the desire of Kelly AFB, Texas, to terminated the previous arrangements.

Support agreements reviewed for the following LOs were:

MER	Maryland	Mississippi
NER	Louisiana	West Virginia
NCR	Wisconsin	North Dakota
GLR	Puerto Rico	California
SWR	South Carolina	Hawaii
PACR	Virginia	Nevada
RMR	Idaho	Oregon
Massachusetts	Arkansas	Washington
New Hampshire	New Jersey	Colorado
Rhode Island	Ohio	
New York	Delaware	

Relocation of USAF-CAP-LOs

The following LOs were relocated during this period:

Delaware	California
Tennessee	Texas
Louisiana	Kentucky
Arkansas	Florida

DOD Excess Property

AF transferred DOD excess property with an original acquisition value of \$8,817,767.53 to CAP during this period. CAP disposed of DOD property with an original acquisition value of \$2,819,993.98 and realized a return of \$316,126 from the disposition of this property.

Corporate Aircraft

Inventory

Aircraft Disposed

780 (1 July 1973)	46 (1 July - 31 December 1973)
785 (1 January 1974)	54 (1 January - 30 June 1974)

The corporate aircraft inventory consisted of 750 aircraft as of 30 June 1974.

The conversion of the 38 T-41 aircraft acquired from DOD excesses was completed in November 1973. The cost to the corporation for the T-41 conversion is shown in the chart below. All aircraft were certified for instrument flight rules (IFR) and had very high frequency (VHF) direction-finding equipment, transponders, and ELTs installed at the contractor's facility.

T-41 CONVERSION

FINAL ACCOUNTING
(Rounded to Nearest Dollars)

	<u>Average Per Aircraft</u>	<u>Total (38 Aircraft)</u>
Basic inspection and conversion contract. . . \$	521.00	\$ 19,792.00
Labor and contractor furnished parts to inspection discrepancies	1,447.00	54,990.00
Total paid to contractor	<u>\$1,968.00</u>	<u>\$ 74,782.00</u>
CAP Supply furnished parts.	1,920.00	72,973.00
Total cash outlay.	<u>\$3,888.00</u>	<u>\$147,755.00</u>
Engine credit (Avg 812 hrs/acft) (i).	<u>1,259.00</u>	<u>47,831.00</u>
Conversion cost (adjusted to zero time engine), . .	<u><u>\$5,147.00</u></u>	<u><u>\$195,586.00</u></u>

Engine credit was an accounting technique used to vary the wing reimbursement charges according to the engine hours consumed on a specific aircraft. A wing which received an aircraft with a zero time engine reimbursed the National Treasury \$5,147, while a wing which received an aircraft with 1,000 hours on the engine reimbursed the National Treasury only \$3,597.

Motor Vehicles in Support of CAP-USAF

Degradation of the CAP-USAF vehicular fleet, due to non-availability of replacement vehicles, was such that USAF-CAP-LOs were becoming unable to effectively carry out their responsibilities to CAP as delineated in the regulations. To relieve the situation a comprehensive

economic cost analysis was conducted in accordance with AF Regulation 172-2 of military vehicles versus General Service Administration (GSA) vehicles. Results of the analysis revealed that the long-term hire of vehicles from GSA was definitely cost-effective and if approved by USAF, would immediately improve the posture of the CAP-USAF vehicular fleet. The analysis and concept were forwarded through channels to AF for review and validation. The project was approved and routed to GSA for action. In April 1974, GSA confirmed that interagency motor vehicle support of CAP-USAF LOs would be provided commencing 1 July 1974.

MISCELLANEOUS

CHAPTER NINE

GLOSSARY OF ABBREVIATIONS

AC	DCS/Comptroller
AF	Air Force
AFB	Air Force Base
AFRes	Air Force Reserves
AFRR	Air Force Reserve Region
AFLC	Air Force Logistics Command
AFMV	Air Force Motor Vehicle
ANG	Air National Guard
AOPA	Airplane Owners & Pilots Association
ARPC	Air Reserve Personnel Center
ARRS	Aerospace Rescue & Recovery Service
ARS	Air Reserve Squadron
AU	Air University
ATC	Air Training Command
CAP	Civil Air Patrol
CAP NEWS	Civil Air Patrol Newspaper (Monthly)
CEC	Christian Encounter Conference
CAP-USAF	Civil Air Patrol/United States Air Force
DCPA	Defense Civil Preparedness Agency
DO	DCS/Operations
DOD	Department of Defense
DOO	Chief, Current Operations
DOK	Chief, Communications
DOS	Chief, Emergency Services

DOT	Chief, Senior Training
DP	DCS/Personnel
ECI	Extension Course Institute
ED	DCS/Aerospace Education & Cadet Program
EDV	Director of Audio-Visual Communications
ELT	Electronic Locator Transmitter
FAA	Federal Aviation Administration
FCC	Federal Communications Commission
FM	Frequency Modulation
GAM	General Aviation Membership
GLR	Great Lakes Region
HC	Office of the Chaplaincy
HQ CAP-USAF	Headquarters, Civil Air Patrol/United States Air Force
HQ COMD USAF	Headquarters Command, United States Air Force
Hz	Hertz
IACE	International Air Cadet Exchange
IG	Inspector General
JA	Staff Judge Advocate
JSOI	Joint Standard Operating Instructions
KHz	Kilohertz
LG	DCS/Logistics
LO	Liaison Officer or Liaison Office
MAC	Military Airlift Command
MER	Middle East Region
MET	Management Evaluation Team

MHz	Megahertz
NAEA	National Aerospace Education Association
NASA	National Aeronautics & Space Administration
NCAE	National Congress on Aerospace Education
NCR	North Central Region and National Cash Register
NCC	National Communications Committee
NEC	National Executive Committee
NER	Northeast Region
NSC	National Staff College
OCS	Officers Candidate School
OER	Officers Efficiency Rating
OI	Directorate of Information
OIR	Radio, Television and Pictorial Section
OPR	Office of Primary Responsibility
PACR	Pacific Region
RAP	Reserve Assistance Program
RATT	Radio Teletype
RMR	Rocky Mountain Region
RLO	Region Liaison Office or Region Liaison Officer
ROTC	Reserve Officers Training Course
SAR	Search and Rescue
SE	Director of Safety
SER	Southeast Region
SSB	Single Side Band
SWR	Southwest Region

US	United States
USAF	United States Air Force
USAF-CAP	US Air Force-Civil Air Patrol
USCG	United States Coast Guard
UHF	Ultra High Frequency
VHF	Very High Frequency
XR	Plans and Programs

LINEAGE AND HONORS DATA

Unit Designation - Headquarters Civil Air Patrol-United States Air Force

Previous Designation - Headquarters Civil Air Patrol-United States Air Force

Authority - Public Law 557, 80th Congress, 26 May 1948

Higher Headquarters - Headquarters Command, USAF

Commander - Brig Gen Leslie J. Westberg, USAF

Assigned Units - N/A

Assigned Units Lost - N/A

Units Attached - N/A

Attached Units Lost - N/A

Station - Maxwell AFB, AL

Aircraft Flown - N/A

Awards and Decorations - N/A

Emblem - N/A